



## Property Owner's Affidavit

Office of Building and Fire Code Administration  
301 King Street, Suite 4200  
Alexandria, Virginia 22314  
703-838-4360

### AFFIDAVIT

I, \_\_\_\_\_, of \_\_\_\_\_  
*Name of Affiant* *Address*

\_\_\_\_\_  
*City, State, Zip*

affirm that I am the owner of a certain tract or parcel of land, located at \_\_\_\_\_

\_\_\_\_\_, Alexandria, Virginia and that I am familiar with the prerequisites of Section 54.1-111 of the Code of Virginia 1950, As amended, and I am not subject to licensure as a contractor or subcontractor.

I am also fully aware that any construction permit (building, electrical, mechanical, plumbing, fire protection systems, or demolition) issued to me pursuant to the application upon which this affidavit is attached is valid only if I, personally, perform the work for which the permit(s) is (are) issued or if I allow the said work to be performed by a contractor duly licensed by the Commonwealth of Virginia and by the City of Alexandria.

If I allow the said work to be performed by a contractor duly licensed by the Commonwealth of Virginia and by the City of Alexandria, I will provide identifying information regarding the contractor performing the work under the permit to the Office of Building and Fire Code Administration prior to commencement of the work by that contractor and will act to update the Office of Building and Fire Code Administration if this information changes. I further understand that there is a fee to amend a permit once it is issued.

I understand that allowing a person, other than myself or a duly licensed contractor, to perform the work covered by this permit(s) voids the permit(s) and subjects me as well as the unlicensed person to criminal charges for failure to obtain a building permit.

\_\_\_\_\_  
*Signature of Affiant*

\_\_\_\_\_  
Signed and acknowledged by \_\_\_\_\_

in the City / County of \_\_\_\_\_, Virginia, on

the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, in the presence of

the undersigned witness.